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7 July 1969

MEMORANDUM FOR: See Distribution

SUBJECT : FY 1971 Office Estimates; Budget Schedule
for Remainder of Calendar Year.

1. The Comptroller has received the Call for CIA Office Estimates for Fiscal Year 1971. However, we have not as yet received either the fund allocation for Fiscal Year 1970 or the personnel or fund allowances for FY 1971. These are expected about 25 July.

2. The referenced submission will require revisions of FY 70 Office Estimates submitted in 1968 and of FY 1971 program estimates submitted in the FY 1971/1975 Combined Program. It is not expected that detailed information will be required from the addressees. To the extent that additional information is needed to accomplish the necessary reprogramming and updating, it will be obtained on an individual basis from the OSA elements concerned.

3. Addressees may be interested in the following substantive and procedural changes:

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b. A ceiling has been placed on certain types of contract employees. Our ceiling for Fiscal Year 1970 is

c. An optional dry-run is being made this year of computer based budgeting. Details are not available at this time.

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4. For your ready reference, the following are anticipated CIA budget and program deadlines and estimated dates of hearings for the last half of calendar year 1969:

- a. 1 July - Receipt of Call for Office Estimates
- b. 25 July - Expected date of receipt of allowances for FY 1970 and FY 1971.
- c. 22 August - OSA Office Estimates due in DDS&T.
- d. 29 August - DDS&T Office Estimates due in O/PPB.
- e. 30 September - Revised organizational chart due in O/PPB.
- f. 1 October - CIA Estimates due in BOB.
- g. Mid-October - BOB hearings on CIA estimates.
- h. ___ November - Call for Combined Program FY 1972-FY 1976.

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